



Town of Boxborough
29 Middle Road, Boxborough, Massachusetts 01719
Phone: (978) 264-1723 • Fax: (978) 264-3127
www.boxborough-ma.gov

COMMUNITY PROJECT PERMIT APPLICATION

This form is to be completed by any individual, non-profit or community organization seeking to complete a project on town-owned land. Applicants are required to discuss their proposal with the Town Planner prior to initiating the process.

Project Title: _____

Project Location: _____

Proposed Project Start Date: _____ Proposed Project Completion Date: _____

Applicant: _____ Organization: _____

Address: _____ Phone Number(s): _____

Email: _____

Detailed Description of Work: _____

(Use additional pages, if necessary)

Detailed Description of Materials/Equipment to be used: _____

The scope of work must be reviewed and verified by the appropriate town authority. **The applicant is responsible for securing authorized signatures** from all appropriate departments. After securing the necessary approvals and prior to starting any work, the Public Works Department must be notified. An application shall not be considered complete until ALL applicable information has been provided. Insufficient information will delay approval.

Work shall NOT begin until this signature page is properly completed and any required permits granted.

<u>Board of Selectmen</u> <div><input type="checkbox"/> N/A</div> <div>_____ Authorized signature Date</div> <div>Comments: _____ _____</div>	<u>Public Works Department</u> <div><input type="checkbox"/> N/A</div> <div>_____ Authorized signature Date</div> <div>Comments: _____ _____</div>
<u>Conservation Commission</u> <div><input type="checkbox"/> N/A</div> <div>_____ Authorized signature Date</div> <div>Comments: _____ _____</div>	<u>Blanchard School (Business Manager)</u> <div><input type="checkbox"/> N/A</div> <div>_____ Authorized signature Date</div> <div>Comments: _____ _____</div>
<u>Library Board of Trustees</u> <div><input type="checkbox"/> N/A</div> <div>_____ Authorized signature Date</div> <div>Comments: _____ _____</div>	<u>Recreation Commission</u> <div><input type="checkbox"/> N/A</div> <div>_____ Authorized signature Date</div> <div>Comments: _____ _____</div>
<u>Steele Farm Advisory Committee</u> <div><input type="checkbox"/> N/A</div> <div>_____ Authorized signature Date</div> <div>Comments: _____ _____</div>	<u>Board of Health</u> <div><input type="checkbox"/> N/A</div> <div>_____ Authorized signature Date</div> <div>Comments: _____ _____</div>
<u>Building Inspector</u> <div><input type="checkbox"/> N/A</div> <div>_____ Authorized signature Date</div> <div>Comments: _____ _____</div>	<u>Town Planner</u> <div><input type="checkbox"/> N/A</div> <div>_____ Authorized signature Date</div> <div>Comments: _____ _____</div>